



School Advisory Council

Meeting Minutes

School Advisory Council Meeting Notes

Date: March 6th

Time: 6:00 pm

Location: Via Zoom

Attendance

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Name	Role	Email
Katie Battcock	Chairperson	katiebattcock@gmail.com
Sara Walker	Principal	swalker@hrce.ca
Craig Nelson	On leave	
Jennifer Falkenham	Parent Member	falkenham.j@gmail.com
Beth MacLellan	Parent Member	bethmaclellan@hotmail.com
Mike Murray	Teacher Rep.	Hugh.Murray@hrce.ca
Richard Michaud	Teacher Rep.	rmichaud@hrce.ca

Glenda Tran	Parent member	glendatran@gmail.com
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Regrets:

- Craig Nelson (Vice Principal - on leave)
- Jennifer Falkenham
- Beth MacLellan

1. Approvals and Admin

- Approval of Agenda & Minutes: Mike Murray and Glenda Tran
- Appointment of minute taker: Glenda Tran
- Previous issue with the SAC email address will be corrected by Richard Michaud. The correct email address is on the SAC meeting agenda for tonight's meeting.
- The plan is to use this SAC email address for sending meeting invites going forward.

2. Principal's Report (Sara Walker)

- **Staffing and Configuration:** More detailed updates will come in future meetings regarding staffing and configuration; however, these are some initial information:
 - Admin postings start on April 22nd but there are no dates for teacher postings yet.
 - Initial configuration for next year has been shared with staff.
 - Elizabeth Sutherland School is close to status quo, but there may be one less grade 7 English class next year (may change).
- **School Photographer Update:** Concerns were raised online about Lifetouch and privacy and confidentiality. Investigation by the regional education director and school lawyer confirmed that Lifetouch complies with Canadian privacy, legislation, and contractual requirements and expectations that are set out by the provincial school photography guidelines. The contract with Lifetouch has **one year remaining**; SAC will decide next year whether to continue or change providers.
- **SSP and Upcoming Professional Learning:** Next Wednesday, April 29th, is professional development. Teachers will work on new curriculum (grades 3-6). There will be ongoing school success planning for cycle 3, and various professional development sessions. At the end of cycle 2, here are the updates on the student progress:
 - **Literacy:** Focus on writing, organization, clarity and editing. **Primary-Grade 3** has improvement through small group instructions. **Grades 4-6** has moderate reading progress and continued need for support. No update for **Grades 7-8**.
 - **Math:** There is increased independence in number sense for **Primary-Grade 3**. There is improved computational fluency and strategy use for **Grades 4-6**. There is focus on word problems and explaining thinking, and students are improving in reasoning but still developing communication skills for **Grades 7-8**.

- **Well-being:** No updates tonight as Sara will be talking to the staff about this on April 29th.
- Overall, growth is seen across all areas; no regression noted.
- **Provincial Assessments:** Provincial assessments coming up:
 - **Grade 3:** Literacy and Math assessments on May 11th to May 26th. Elizabeth Sutherland School will decide when to administer the assessment. This assessment is being done in the traditional way – booklet paper and pencil assessment.
 - **Grade 8:** Reading, Writing and Mathematics assessments between May 19th and June 9th. This assessment is moving to digital (Chromebooks) and will have a fixed schedule this year to ensure availability of technical support.

3. Discussion Items

- **SAC Budget:**
 - Learning center items (Tara White) have been ordered and being used.
 - Emily Munro’s music order has been placed and awaiting delivery.
 - “Everyday Speech” resources will be ordered this week.
 - Previously approved items via email (Mike Murray) have been purchased.
 - **New funding request:** \$500 funding requested by school counselor (Lindsay MacDonald) for fidgets, counseling games, and other materials like art supplies, etc. These resources will be used to strengthen social emotional learning (SEL) for students, particularly in Grades Primary – 6.
- Funding approved via email by Glenda Tran and Richard Michaud.**

4. Any Other Business

- SAC email will be shared with families for input.
- Meeting minutes are posted by Richard Michaud on the school website once approved.

5. Next Meetings:

- May 5th
- May 19th
- June 2nd
- Katie Battcock will send the meeting invites

6. Adjournment

The meeting was adjourned at 6:40pm.